

ORANGE COUNTY
CONTINUUM OF CARE BOARD
Wednesday, January 19, 2022
2 p.m. – 4 p.m.

Webinar:
<https://ocgov.webex.com/ocgov/j.php?MTID=m1e809d3117ac859b148da43914bc7d86>

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MINUTES

Board Members

Matt Bates, City Net
Judson Brown, City of Santa Ana
Nikki Buckstead, Family Solutions Collaborative
Donald Dermit, The Rock Church
Becks Heyhoe, OC United Way [Secretary]
Tim Houchen, Hope4Restoration
Patti Long, Mercy House
Dawn Price, Friendship Shelter
Albert Ramirez, City of Anaheim

Eric Richardson, Volunteers of America
Maricela Rios-Faust, Human Options [Vice Chair]
Soledad Rivera, Families Together of OC
Elida Sanchez, Santa Ana Unified School District
Dr. Shauntina Sorrells, Orangewood Foundation
George Searcy, Jamboree Housing
Tim Shaw, Individual [Chair]
Christina Weckerly Ramirez, Health Care Agency

Call to Order – Tim Shaw, Chair

Chair Tim Shaw called the meeting to order at 2:00 p.m.

Board Member Roll Call – Becks Heyhoe, Secretary

Present: Matt Bates, Judson Brown, Nikki Buckstead, Donald Dermit, Becks Heyhoe, Tim Houchen, Patti Long, Dawn Price, Albert Ramirez, Eric Richardson, Maricela Rios-Faust, Soledad Rivera, Dr. Shauntina Sorrells, George Searcy, Tim Shaw. Elida Sanchez joined the meeting at 2:37 p.m.

Absent excused: Christina Weckerly-Ramirez.

Public Comments: Members of the public may address the Continuum of Care (CoC) Board on items listed within this agenda or matters not appearing on the agenda so long as the subject matter is within the jurisdiction of the CoC Board. Members of the public may address the CoC Board with public comments on agenda items in the business calendar after the CoC Board member discussion. Comments will be limited to three minutes. If there are more than five public speakers, this time will be reduced to two minutes.

To address the CoC Board, members of the public are to enter their name and agenda item number in the WebEx chat box to be placed in a queue. CoC Board staff will call your name in the order listed in the chat box.

- Maura Mikulec expressed concern about the support being provided to Emergency Housing Voucher (EHV) holders and Rapid Rehousing (RRH) program participants, stating that more support is needed for individuals experiencing chronic homelessness to remain successfully housed.
- Jacky Trani expressed concern about the length of time it takes for individuals experiencing homelessness with an EHV to find housing and inquired about funding that can be utilized for moving expenses.
- Pat Davis noted that EHV holders continue to pose challenges and those who have vouchers face difficulties being housed. Pat Davis encouraged the CoC Board to address access issues for individuals in the Coordinated Entry System (CES) and those who have access to the system. Pat Davis asked that the CoC Board consider hybrid meetings in the future and expressed support of the Point in Time (PIT) Count being moved to the last 10 days of February.
- Je'net Kreitner provided an update on Grandma's House of Hope's transitional housing project in the City of Anaheim.

CONSENT CALENDAR

All matters are approved by one motion unless pulled by a Board Member for discussion or separate action. The CoC Board requests that only pertinent information be discussed during this time.

1. **Approve Continuum of Care Board Special Meeting Minutes from December 9, 2021.**
2. **Approve Continuum of Care Board Meeting Minutes from December 15, 2021.**

Tim Houchen motioned to approve the items on the Consent Calendar. Matt Bates seconded the motion. Motion passed unanimously.

BUSINESS CALENDAR

1. **Orange County Homelessness Updates – Doug Becht, Director, Office of Care Coordination and Zulima Lundy, CoC Manager**
 - a. Doug Becht provided the following System of Care Updates:
 - **Orange County Cold Weather Armory Emergency Shelter Program** – The Orange County Cold Weather Emergency Shelter program provides shelter for individuals experiencing homelessness at the National Guard Armory in Santa Ana. The Armory is located at 612 East Warner Ave. in Santa Ana.
 - **Project Roomkey** – The County of Orange (County) continues to operate temporary isolation shelters with a total capacity of 150 beds for individuals and families experiencing homelessness who are COVID-19 sick or symptomatic. Referrals into the program are made by the Public Health Services, hospitals, shelters, street outreach teams, and law enforcement.
 - **COVID-19 Vaccination Efforts** – The Office of Care Coordination is working with Public Health Services and two Federally Qualified Health Centers (FQHC) on vaccination efforts for those experiencing homelessness. The FQHCs are Families Together of Orange County in Tustin and Share Our Selves in Costa Mesa.
 - **The State of California's Emergency Rental Assistance (ERA) Program** – The State of California's ERA Program is referred to as CA COVID-19 Rent Relief or Housing is Key. Orange County tenants with rental arrears and/or past due utility bills are encouraged to apply for assistance.
 - **Homekey Program Round 2** – The County, including OC Community Resources and Office of Care Coordination, has identified three project proposals for Homekey Program Round 2 in the Cities of Stanton, Costa Mesa, and Huntington Beach that will submit an application in advance of the January 31, 2022, deadline for the bonus award and geographic pools. The County and Orange County CoC has also partnered with the City of Anaheim in support of a Homekey Program Round

2 project application, if awarded by the California Department of Housing & Community Development, operating subsidies during interim housing phase will be provided.

b. Zulima Lundy provided the following CoC Updates:

- Zulima Lundy welcomed the new members of the CoC Board: Nikki Buckstead, Eric Richardson, Elida Sanchez, and Dr. Shauntina Sorrells.
- **HOME-ARP Updates** – HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) funding provides HOME grantees, in collaboration with other community stakeholders, a chance to make targeted, strategic investments in housing and other assistance for people experiencing homelessness and other vulnerable populations. HOME grantees are required to engage in the consultation with the CoC and public participation processes and develop a HOME-ARP allocation plan. The CoC has consulted with the Cities of Anaheim, Santa Ana, Fullerton, Irvine, and Huntington Beach. The Office of Care Coordination will be sending information on how to participate in future HOME-ARP consultations via email.
- **Emergency Housing Vouchers (EHV) Update** – The CoC has partnered with local Public Housing Authorities (PHAs) to distribute EHVs to assist individuals and families who are experiencing homelessness; at risk of homelessness; fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or were recently homeless and for whom providing rental assistance will prevent the household's homelessness or having high risk of housing instability. Zulima Lundy reviewed the progress on the issuance and leasing of EHVs by the PHAs and the collaborative effort between the Office of Care Coordination and EHV service providers to improve lease up outcomes.
- **Funding Opportunities** – Zulima Lundy reviewed the details of the City of Santa Ana and Santa Ana Housing Authority Affordable Housing Development Request for Proposals and North Service Planning Area (SPA) COVID-19 Homeless Response Services Request for Proposals, which are currently open to the public.
- **Racial Equity Roadmap Level-Setting Sessions** – Zulima Lundy reviewed the progress on the Racial Equity Roadmap Level-Setting Sessions, facilitated by C4 Innovations. Upcoming sessions will take place on January 20, 2022, and February 1, 2022.
- **CoC Program Registration Updates** - The SNAPS Office of the U.S. Department of Housing and Urban Development (HUD) announced an updated Continuum of Care (CoC) Registration Notice. The annual CoC Program Competition process begins with Registration, followed by Grant Inventory Worksheet (GIW) review, and ends with release of the CoC Program NOFO. More information can be found on the [CoC Competition webpage](#) on HUD's website.
- **2021 CoC Year in Review** – Zulima Lundy provided an overview of the initiatives, funding opportunities, trainings offered, and the work done by the CoC Committees, Working Groups, and Ad Hoc groups in 2021.

Public Comments:

- Maura Mikulec commented that the HUD dashboard may be delayed in reporting the lease up rate of EHVs and inquired about what can be done to expedite leasing up the vouchers. Maura Mikulec expressed concern about available housing and shelter resources for South Orange County residents.
- Jacki Trani inquired about what can be done to help improve EHV lease up rate and suggested publicizing the EHV successes to help address the stigma of individuals experiencing homelessness.
- John Underwood expressed concern of the EHV lease up rate and expressed interest in comparing these numbers to the Counties of Los Angeles and San Diego.

2. **Brown Act Update and Determination in accordance with Assembly Bill 361 – Zulima Lundy, CoC Manager**
Zulima Lundy provided a background on the Brown Act legislation as it relates to holding virtual meetings. The Orange County CoC has been conducting the Board and Committee meetings in accordance with the waivers as authorized in Executive Order N-908-21. With the waivers coming to an end and in accordance with

subsection (e) to Government Code Section 54953, the Orange County CoC will be considering the circumstances of the recommended action to continue teleconferenced meetings for the next 30 days.

Continued teleconference meetings for the next 30 days will support the Orange County CoC in continuing to meet to further the goals of the CoC and ensure continuity of CoC activities. Additionally, it will provide the CoC Board and the CoC general membership ample time to plan for the transition to in-person meetings and implementation of COVID-19 safety protocols.

Recommended Action:

- a. Determination in accordance with AB 361 Section 3(e)(3) that, while the state of emergency due to the COVID-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, the Orange County CoC Board has reconsidered the circumstances of the state of emergency and has determined that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

George Searcy motioned to approve the recommended action. Dr Shauntina Sorrells seconded the motion. Motion passed unanimously.

3. CoC Board Appointments – Zulima Lundy, CoC Manager

The Orange County CoC Board and its subcommittees are chaired by designated representatives to ensure the sustained vision and support of CoC Board initiatives. Zulima Lundy provided an overview of the available Board Office positions and representatives, as well as a roles and responsibilities.

Tim Shaw provided an overview of the election process rules to elect Board Officers and representatives for the upcoming term.

Recommended Action A: Elect CoC Board Officers for the upcoming term

- Soledad Rivera motioned to appoint Tim Shaw for the position of CoC Chair. Tim Shaw declined the nomination. Motion failed.
- Tim Shaw motioned to nominate Maricela Rios-Faust to the position of CoC Chair. Tim Houchen seconded the motion. Maricela Rios-Faust accepted the nomination. Motion passed unanimously.
- Soledad Rivera motioned to appoint Donald Dermit to the position of CoC Vice Chair. Tim Houchen seconded the motion. Donald Dermit accepted the nomination. Donald Dermit, Eric Richardson, Soledad Rivera and Elida Sanchez voted yes. George Searcy abstained. Matt Bates, Judson Brown, Nikki Buckstead, Becks Heyhoe, Tim Houchen, Patti Long, Dawn Price, Albert Ramirez, Maricela Rios-Faust, Dr. Shauntina Sorrells, and Tim Shaw voted no. Motion failed.
- Maricela Rios-Faust motioned to appoint Becks Heyhoe to the position of CoC Vice Chair. Dr. Shauntina Sorrells seconded the motion. Becks Heyhoe accepted the nomination. Motion passed unanimously.
- Becks Heyhoe motioned to appoint Matt Bates to the position of CoC Secretary. Dawn Price seconded the motion. Matt Bates accepted the nomination. Motion passed unanimously.

Recommended Action B: Appoint CoC Committee Chairs and Membership

- Nikki Buckstead motioned to appoint Dr. Shauntina Sorrells to the position of Coordinated Entry System (CES) Committee Chair. George Searcy seconded the motion. Dr. Shauntina Sorrells declined the nomination. Motion failed.
- George Searcy motioned to appoint Nikki Buckstead to the position of CES Committee Chair. Tim Houchen seconded the motion. Nikki Buckstead declined the nomination. Motion failed.

- Appointment of a CoC Board Member to Chair the CES Committee was continued to the next meeting of the CoC Board.
- Tim Shaw motioned to appoint Dawn Price to the Policies, Procedures and Standards Committee. Tim Houchen seconded the motion. Dawn Price accepted the nomination. Motion passed unanimously.
- Dawn Price motioned to appoint Tim Shaw to the Orange County Housing Finance Trust Advisory Board to advise the Orange County Housing Finance Trust Board of Directors. Tim Houchen seconded the motion. Tim Shaw accepted the nomination. Motion passed unanimously.

Recommended Action C: Recommend a CoC Board Member to the CoC Representative seat for the Commission to End Homelessness.

- Donald Dermit motioned to recommend Soledad Rivera to serve as the CoC Representative seat for the Commission to End Homelessness. Elida Sanchez seconded the motion. Soledad Rivera accepted the nomination and then withdrew her acceptance. Motion failed.
- Tim Houchen motioned to recommend Donald Dermit to serve as the CoC Representative seat for the Commission to End Homelessness. Soledad Rivera seconded the motion. Donald Dermit declined the nomination. Motion failed.
- Nikki Buckstead motioned to recommend George Searcy to serve as the CoC Representative seat for the Commission to End Homelessness. George Searcy declined the nomination noting he is already serving on the Commission to End Homelessness. Motion failed.
- Becks Heyhoe motioned to recommend Tim Houchen to serve as the CoC Representative seat for the Commission to End Homelessness. Maricela Rios-Faust seconded the motion. Tim Houchen accepted the nomination. Motion passed unanimously.

4. Policies, Procedures and Standards Committee Recommendations – Zulima Lundy, CoC Manager; Erin DeRycke, 211OC; Maricela Rios-Faust, Vice Chair

Erin DeRycke reviewed the Homeless Management Information System (HMIS) Policies and Procedures changes and updates, including the process, new sections and documents, and next steps for implementation.

Erin DeRycke provided a presentation on the possibility of 2-1-1 Orange County (211OC) to enter into a multi-year contract with BitFocus, including average cost increase and projected cost savings by entering into a 3-year or 5-year contract.

Zulima Lundy provided information on the North Orange County Collaborative request to integrate Outreach Grid with the HMIS utilized by the Orange County CoC and subsequent action taken by the Policies, Procedures, and Standards (PPS) Committee to determine how to best address the request. The PPS Committee established an Ad Hoc to review the request by the NOCC in more detail and return to the PPS Committee with a recommendation on how to best address the request. The Ad Hoc had a final meeting on January 5, 2022 and arrived at a recommendation for the PPS Committee Meeting. The recommendation for the NOCC was presented to the PPS Committee on Tuesday, January 11, 2022, and approved by the PPS Committee.

Board Member Comments:

- Maricela Rios-Faust stated that the PPS Committee is in support of the recommended actions and would like to look at how individuals have access to their own information in HMIS.
- Maricela Rios-Faust clarified that the Ad Hoc adjusted the request by NOCC in their recommendation to the PPS Committee and will return to the PPS Committee for review of additional policies and processes to be developed in response to the NOCC request.

- Judson Brown inquired about the contract term 211OC is seeking with BitFocus. Erin DeRycke stated that a 5-year contract would be recommended.
- Dawn Price clarified that the CoC Board is taking action in support of the HMIS Lead, 211OC, entering into a multi-year contract with the HMIS Vendor, BitFocus, and not providing authorization.

Recommended Action A: Approve the recommended updates to the HMIS Policies and Procedures.

- i. Maricela Rios-Faust motioned to approve the recommended action. Donald Dermit seconded the motion. Motion passed unanimously.

Recommended Action B: Take action in support of the HMIS Lead, 211OC, entering into a multi-year contract with the HMIS Vendor, BitFocus.

- i. Maricela Rios-Faust motioned to approve the recommended action. Soledad Rivera seconded the motion. Motion passed unanimously.

Recommended Action C: Approve the recommendation from the Ad Hoc for the North Orange County Collaborative and Outreach Grid request. The recommendation was to redefine the request with the following principles and within the following parameters, as recommended and redefined by the Ad Hoc and the Policies, Procedures and Standards Committee:

- Preservation of HMIS integrity is paramount, including governance, data quality, functionality and purpose. The ad hoc has outstanding concerns regarding how the proposed manual push / pull of data could compromise data integrity and recommend this be further explored in conjunction with the HMIS Lead to ensure appropriate checks and balances.
- Supports the aim of linking individuals experiencing homelessness to appropriate resources and are therefore proposing that this collaboration could focus on data-sharing and integration of CES elements only. This would involve a pull of CES- related data only from HMIS into Outreach Grid. The Ad Hoc and PPS Committee was supportive of receiving information and data from Outreach Grid to HMIS, as determined appropriate by the Orange County CoC, through a pull mechanism.
- Encourage NOCC and Outreach Grid participation in HMIS through the current established processes in the HMIS Policies and Procedures for the entry of data that may be valuable to the Orange County CoC. This would allow for the entry of data directly into HMIS and facilitate care coordination with the Orange County CoC.
- Mechanism of implementation will require further thought and potential policy and process that will be presented to the PPS Committee and CoC Board for approval prior to implementation, including but not limited to:
 - Role-Based Access Control – determining which users have view, edit and deletion privileges and who is responsible for setting and maintaining these permissions.
 - Release of Information / Authorization.
 - Audit and Breach Procedures.
 - Frequency and Costs
 - Roles and Responsibilities

Dawn Price motioned to approve the recommended action with the caveat that the policy and process will be presented to the CoC Board for final approval. George Searcy seconded the motion. Matt Bates and Tim Shaw abstained. Judson Brown, Nikki Buckstead, Donald Dermit, Becks Heyhoe, Tim Houchen, Patti Long, Dawn Price, Albert Ramirez, Eric Richardson, Maricela Rios-Faust, Soledad Rivera, Elida Sanchez, Dr. Shauntina Sorrells, and George Searcy voted yes. Motion passed.

5. 2022 Point in Time (PIT) Count Update - Zulima Lundy, CoC Manager and Matt Bates, City Net

Zulima Lundy provided an update on the 2022 PIT Count. The Office of Care Coordination has received an exception from HUD to conduct the 2022 PIT Count during the last 10 days of February due to the ongoing COVID-19 surge related to the Omicron variant. The Orange County 2022 PIT Count will conduct the sheltered

count the night of Monday, February 21, 2022, and the unsheltered count starting the morning of Tuesday, February 22, through Thursday, February 24. The Office of Care Coordination wants to ensure an accurate count is conducted with the proper staffing and volunteers needed. As such, delaying the 2022 PIT Count to the last ten days of February will hopefully allow for the COVID-19 surge to pass and provide the necessary support for a robust and accurate unsheltered count.

Matt Bates provided information about the event dates and meeting logistics, including COVID-19 safety guidelines, upcoming volunteer information sessions and trainings, and communications materials.

Board Member Comments:

- Nikki Buckstead provided information on the Family Access Centers that will be supporting the family-focused effort during the 2022 PIT Count.

6. Continuum of Care (CoC) Committee Updates – CoC Committee Chairs

- a. Lived Experience Advisory Committee – Tim Houchen
 - Tim Houchen provided updates on the Lived Experience Advisory Committee. The Committee recently elected Callie Rutter as Co-Chair, approved a governance charter, and continues to build out the scope of the Committee.
- b. Coordinated Entry System Committee Update – Zulima Lundy
 - Zulima Lundy provided updates on the CES Committee. The Committee is continuing work on the proposed changes to the CES Policies and Procedures by facilitating feedback from listening sessions, presentation at the PPS Committee, and ongoing engagement of stakeholders.
- c. Housing Opportunities Committee – Judson Brown
 - Judson Brown provided information about the Housing Opportunities Committee. The Committee is represented by local leaders who convene to discuss housing opportunities with the goal of getting all the information and resources in one place and providing collective updates on housing to end homelessness.
- d. Transitional Age Youth (TAY) Committee – Becks Heyhoe
 - Dr. Shauntina Sorrells provided updates on the Transitional Age Youth Committee on behalf of Becks Heyhoe. The TAY Committee recently elected Dr. Shauntina Sorrells as the Co-Chair and welcomed two new organizations into the Committee. The Committee facilitated two focus groups for the upcoming PIT Count and is finalizing the details of the Youth Action Board.

Public Comments:

- Maura Mikulec expressed concern about outreach efforts to individuals who are experiencing homelessness who are slipping through the cracks of the CES.
- John Underwood expressed that some members of the public may have a hard time understanding the impact and implications of some of the action items on the CoC Board agenda and inquired about ways to follow up and ask questions about specific items.

7. System of Care Data Integration System and Care Plus Program Update – Natalie Dempster, Data Integration Manager

Item was continued to the next meeting of the CoC Board.

Motion to Adjourn: Meeting was adjourned at 4:29 p.m.

Next Meeting: Wednesday, February 23, 2022, from 2:00 p.m. to 4:00 p.m.